

Position: Children’s Ministry Campus Coordinator

Direct Report: Children’s Ministry Director

Position Status: Part Time - 20 hrs

Position Summary

The Campus Coordinator will manage the Children’s Ministry for infant through 6th grade under the supervision of the Children’s Ministry Director. The Campus Coordinator is responsible for the day-to-day operations of the HERO Central Children’s Ministry, including but not limited to: Sunday morning programs, recruiting, developing and scheduling of volunteer teams, occasional teaching and/or leading children’s programs, and other clerical duties as needed for that location. This individual must be comfortable engaging with large groups of people during the Sunday service times and be able to recruit, equip, encourage, and spiritually challenge volunteers weekly while modeling a servant style leadership within a growing and diverse congregation.

Qualifications

- Knowledge and experience in Biblical interpretation, child development (and faith development) and religious educational theory and practice
- Background with building teams and developing leaders
- Agree and embrace the vision, values, pathway, leadership distinctive, campus constants, and doctrinal statement of Epikos Church

Responsibilities

- Build, equip, encourage and empower leadership teams at the Team Captain level that will deliver solid Christ-centered results, even in challenging seasons. Maintaining vision of the ministry despite setbacks
- Responsible for implementation of systems specific to this ministry (e.g. check-in/out, emergency procedures, volunteer screening, database management, attendance, etc...)
- Required to be strategically visible during the weekend services, attend weekly staff meetings, quarterly leadership training, agreed upon leadership retreats, conferences, and seminars
- Track, analyze and report “healthy” ministry indicators on a seasonal basis, (every 4 months)

Job Expectations

- Provides relational discipleship and soul care to leaders and volunteers of the Children’s Ministry.
- Assist Children's Ministries with all events heavily relying on a teamwork approach.
- Model a positive attitude and servant leadership when working with staff, overseers and ministry leaders promoting a one church mind-set.
- Expected to partner with Epikos Church which includes: generous giving, regular worship attendance, church membership and small group involvement (either as a member or leader).
- Theology and personal convictions (behavior) compatible with the existing church leadership.
- A commitment to ongoing personal, professional and spiritual development.